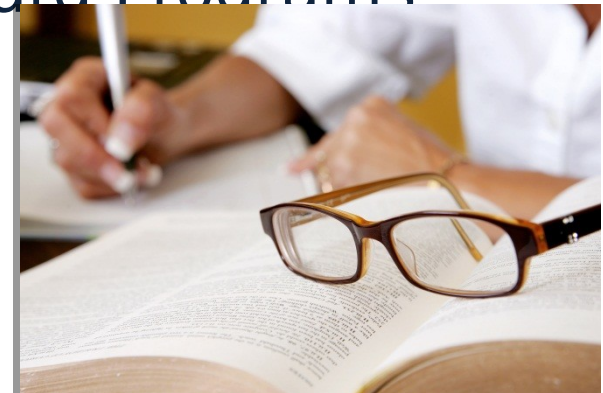


Lesson 10: Awards & Recognition

Duration: 30 minutes

Lesson 10 Topics

- Topic 1 – Awards and Recognition Programs and Policies
- Topic 2 – Monetary Awards
- Topic 3 – Time-Off Awards
- Topic 4 – Non-Monetary Awards
- Topic 5 – Other Awards and Award Programs



Awards & Recognition Overview

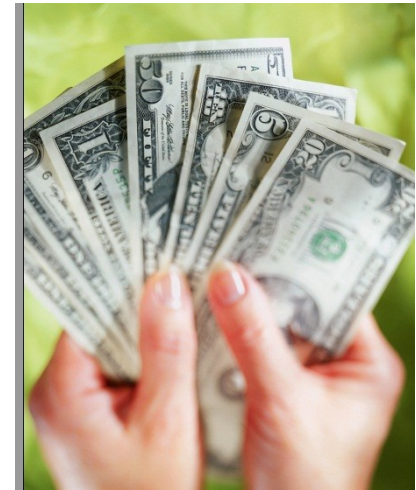
- Why give awards?
- What makes awards and recognition programs important pieces of the overall DCIPS compensation philosophy?
- May employees be granted multiple awards in the same performance cycle?
- May employees receive bonuses for accomplishments recognized through awards?



Monetary Awards

- Budgeted separately from performance bonuses granted through the pay pool process
- Lump sum cash awards are generally given throughout the year to recognize short-term or one-time accomplishments
- Types*:
 - Special Act Awards (lump sum)
 - On-The-Spot Awards (lump sum)
 - Base-Pay Increase Monetary Awards
 - DCIPS Quality Increase (DQI)
 - DCIPS Sustained Quality Increase (SQI)

*List is not all inclusive



- Research the monetary awards to which you have been assigned:
 - Lump sum monetary awards
 - Base-pay increase monetary awards
- You will have 5 minutes to prepare a summary of the information. A worksheet is provided on Participant Guide page 10-11.
- Information on each award can be found under ***Monetary Awards*** in the *What You Should Know* box on pages 10-7_10-9 of the Participant Guide.

Time-Off Awards

- Used to recognize individual or team acts or efforts
- May not be used in lieu of performance-based salary increases or for performance-based bonuses
- Must be used within 1 year of the award's effective date
- Cannot be transferred to a new Component or other Government organization
- Must be in amounts proportionate to the act being rewarded and cannot exceed 40 hours for one contribution or accomplishment
- Cannot receive more than 80 hours in the same leave year



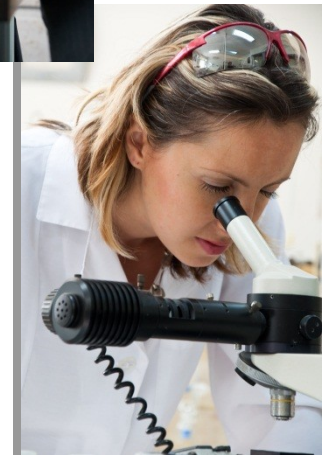
Non-Monetary Awards

- Also referred to as honorary awards
- Used to acknowledge individual or team contributions
- Awards may include certificates or small items of intrinsic value, e.g., coins or plaques
- Employees are eligible for consideration for IC-level and Department of Defense level non-monetary awards in addition to special programs at each Component



Other Awards and Award Programs

- Component Award Programs
- DoD and Presidential Awards
- National Intelligence Community Awards
- Suggestion and Invention Awards



Lesson 10 Review

- Topic 1 – Awards and Recognition Programs and Policies
- Topic 2 – Monetary Awards
- Topic 3 – Time-Off Awards
- Topic 4 – Non-Monetary Awards
- Topic 5 – Other Awards and Award Programs

